

STATE OF HAWAII
REQUEST FOR EXEMPTION FROM CHAPTER 103F, HRS

TO: Chief Procurement Officer

FROM: Dept. of Health/Adult Mental Health Division *aj*
(Department/Division/Agency)

Pursuant to § 103F-101(a)(4), HRS, and Chapter 3-141, HAR, the Department requests a procurement exemption to purchase the following:

Description of health and human services:

Provision of eligibility assessments for individuals requesting services from the Adult Mental Health Division (AMHD) and AMHD contracted providers. Eligibility assessments will determine if individuals meet AMHD's diagnostic criteria with a comprehensive view of identified needs and assign individuals to an appropriate level of care using national level of care criteria. Assignment to a particular level of care shifts as an individual's needs change and assessments are repeated as necessary.

Eligibility assessments require meeting individuals' needs within the necessary time frames and system responsiveness at the right intensity of service delivery required. This responsiveness includes the provision of mobile assessment outside of the normal workweek and the clinical skills to determine level of care assignments.

Name of Service Provider
Lynn Tokumine, Ph.D.
Rebecca Beardsley, Ph.D.

Cost:
\$250/assessment or
estimated
\$10,000/provider

Term of Contract:
From: 1-1/01/2002 *date of award*
To: 12/16/2002

Explanation describing how procurement by competitive means is either not practicable or not advantageous to the State:

The original intent was to have all eligibility assessments conducted by state employees. Current AMHD staff are unable to meet the demand for timely eligibility assessments using standardized assessment tools. Over the past six months, recruitment to fill new exempt positions has only resulted in the filling of one position. A Request for Proposal (RFP) issued on July 26, 2002 resulted in the awarding of contracts to two providers. The two contracted assessors and current AMHD staff will not be able to meet the demand for assessments. There will still be an overflow of individuals to be assessed. Another RFP was issued on September 19, 2002 for additional assessors. Contracts have been awarded to three additional providers. It is projected that contracts for the three additional assessors will be executed by December 16, 2002. This request for exemption will allow for the provision of timely mobile, weekend, and holiday assessments during the completion of the contracting process.

Details of the process or procedure to be followed in selecting the service provider to ensure maximum fair and open competition as practicable:

Classified ads were placed in the local newspapers and on the internet during the recruitment process. The individuals listed above were applicants who were interviewed for the positions and deemed to be qualified. Subsequently, these individuals decided that they were not interested in full-time state positions but were willing to provide eligibility assessments on a fee-for-service basis. These individuals have been awarded contracts for the provision of contract services under the RFP process.

